



DEPARTMENT OF THE ARMY  
U.S. Army Corps of Engineers  
WASHINGTON, D.C. 20314-1000

REPLY TO  
ATTENTION OF:

CEPM-ZC (380-19)

1 MAR 1995

S: 1 April 1995

MEMORANDUM FOR DIRECTORS, HQUSACE  
CHIEFS, SEPARATE OFFICES  
COMMANDERS, USACE COMMANDS

SUBJECT: Notification Procedures to Conduct Telecommunications Security Monitoring

1. References;

a. Memorandum, DAMI-CI, 6 Dec 95, subject: Authorization to Conduct Telecommunications Security Monitoring

b. AR 380-53, Communications Security Monitoring, 15 Nov 84.

2. The Army General Counsel (AGC) has approved expanding communications security monitoring notification procedures that will cover all telecommunications systems. Current procedures apply only to standard telephones, stand-alone facsimiles machines, and single-channel voice radios. These expanded notification procedures ensure that all users of official DOD Telecommunications systems within the Army understand that their use of DOD telecommunications systems constitutes consent to telecommunications security monitoring.

3. The notification procedures identified in paragraphs 4 and 5 of this memorandum will be implemented immediately. The only exception to this is that the telephone or communications directory notice at paragraph 4a may be implemented at the next update of the directory. All addressees will reply by endorsement stating that they have implemented these notification procedures. These replies will be forwarded to the Security and Law Enforcement Office of this headquarters. Replies must reach this office by 1 April 1995.

4. Mandatory forms of notification are:

a. Telephone or communications directory notice. Official Corps telephone or communications directories will display the following notice on the cover, or prominently within the general information section;

***ATTENTION!***

DO NOT PROCESS, STORE OR TRANSMIT CLASSIFIED INFORMATION ON NON-SECURE TELECOMMUNICATIONS SYSTEMS. OFFICIAL DOD TELECOMMUNICATIONS SYSTEMS – INCLUDING TELEPHONES, FACSIMILE MACHINES, COMPUTER NETWORKS, AND MODEMS – ARE SUBJECT TO MONITORING FOR TELECOMMUNICATIONS SECURITY PURPOSES AT ALL TIMES. USE OF OFFICIAL DOD TELECOMMUNICATIONS SYSTEMS CONSTITUTES CONSENT TO TELECOMMUNICATIONS SECURITY MONITORING.

b. DD Form 2056 (Telephone Monitoring Decal) :

(1) The DD Form 2056 will be applied to the front of all telephones (except tactical telephones) within the Corps.

(2) The DD Form 2056 will also be applied to the front of all secure Telephone Units (STU), however the banner at the top of the form containing the words "DO NOT DISCUSS CLASSIFIED INFORMATION" will be removed or obliterated.

(3) The DD Form 2056 will be applied to the front of all data facsimile devices except those that are an internal part of another device (e.g., a facsimile card in a personal computer). Follow the procedures in paragraph (2) above for those facsimile devices used to transmit and receive classified information.

c. Computer log-on banner notice. The following banner will be included as part of the log-on screens on all computer systems:

***ATTENTION!***

DO NOT PROCESS, STORE OR TRANSMIT CLASSIFIED INFORMATION ON NON-SECURE TELECOMMUNICATIONS SYSTEMS. OFFICIAL DOD TELECOMMUNICATIONS SYSTEMS – INCLUDING THIS COMPUTER SYSTEM, ARE SUBJECT TO TELECOMMUNICATIONS SECURITY MONITORING AT ALL TIMES. USE OF THIS COMPUTER SYSTEM CONSTITUTES CONSENT TO TELECOMMUNICATIONS SECURITY MONITORING.

d. Periodic notices in daily or weekly bulletins or similar publications. These notices should be similar to the notice in paragraph a (above), and must be published at least quarterly.

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- e. Internal briefings to all new personnel.
5. The following are optional forms of notification that may be used in addition to those in paragraph 4 above.
- a. Periodic briefings and training classes for all assigned personnel.
  - b. Special memoranda from the commander or responsible senior staff officer to all telecommunications users.
  - c. A notification and consent form.
  - d. A statement in standing operating procedures (SOP), signal operating instruction (SOI), or similar documents.
  - e. The following statement may be placed on facsimile cover sheets;

***ATTENTION!***

DO NOT PROCESS, STORE OR TRANSMIT CLASSIFIED INFORMATION ON NON-SECURE TELECOMMUNICATIONS SYSTEMS. OFFICIAL DOD TELECOMMUNICATIONS SYSTEMS – INCLUDING FACSIMILE MACHINES ARE SUBJECT TO MONITORING FOR TELECOMMUNICATIONS SECURITY PURPOSES AT ALL TIMES. USE OF OFFICIAL DOD TELECOMMUNICATIONS SYSTEMS CONSTITUTES CONSENT TO TELECOMMUNICATIONS SECURITY MONITORING.

4. POC for this action is Mr. Thomas J. Aubin, (202) 272-8723.



ARTHUR E. WILLIAMS  
Lieutenant General, USA  
Chief of Engineers